The Potter Township Supervisors held their monthly Business Meeting on Wednesday, May 11, 2016 at the Potter Township Municipal Building. Ms. Matsco called the meeting to order at 6:03 pm and led the Pledge of Allegiance.

In attendance were:

Supervisors: Rebecca Matsco, Earl Shamp and Al Cwynar

Engineer: Dan Sell Secretary: Linda McCoy

Visitors: Asst. Chief Jim Gabel, Bill Winkle, Casey Harrington, George Barnes, Joe

Minnitte, Officer Jon Hall, Chris Heitman, Mark Summerville, Val Minkovich, Dave Hagen,

Boy Scout Troop 437

On April 30h, Ms. Matsco, Mr. Shamp, Justin Cwynar, Vicky Michaels, Kevin Kisow, Joe Minnitte, Shannon Debes and local residents met at the Tank Farm for 'Cleanup Day' - a joint effort that day among Potter Township, Independence Conservancy and Shell Chemical. Ms. Matsco reported that they had a terrific time and got a lot done with two barns getting cleaned out.

On May 11th, Ms. Matsco met with Shell Chemical and Penn DOT to discuss relocation of State Route 18 in Potter Township.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE THE MINUTES OF THE APRIL 13, 2016 REGULAR BUSINESS MEETING.

CITIZENS:

There were no citizens who added new items to the Agenda.

OLD BUSINESS:

Center Township Police Department sent a registered letter to the residents of 490 Frankfort Road requesting the abandoned vehicle parked in a right of way at the bottom of their driveway be removed within 30 days or it will be towed and stored at the owner's expense.

Casey Harrington reported that the use of a camera at the eagle's nest in Potter Township would require 24 hour supervision. She also stated that the Game Commissioner is not in favor of a camera at the site as there are currently two babies in the nest. Ms. Harrington instead recommended a trail cam placed near the nest that can take pictures to posted on Potter Township social websites.

NEW BUSINESS:

Potter Township is considering placing a handicapped porta-john on the Township park property as the park gets used a lot during warm months and individuals do not always have access to the Township building's bathrooms.

SOLICITOR:

Mr. Jones is out of town and there is no Solicitor's report this month.

ENGINEER:

Dan Sell's Report...

TANK FARM HOP:

The Highway Occupancy Permit has been approved. Mr. Sell is working on preliminary driveway construction plans.

SR 18 TRANSFER AGREEMENT BETWEEN SHELL APPALACHIA AND PENN DOT:

The Agreement is acceptable from an engineering standpoint. Mr. Sell recommends the Township Solicitor review the Agreement prior to acceptance.

CENTER TOWNSHIP WATER AUTHORITY (CTWA) - REVISED TEMPORARY INTAKE PLAN:

Mr. Sell reviewed the submission from Lennon, Smith, Souleret Engineering (LSSE) regarding the temporary intake for CTWA and also obtained an additional plan from LSSE. They are changing the configuration of the temporary intake. He did not have any review comments at this time.

SHELL CHEMICAL APPALACHIA SUBDIVISION/LOT CONSOLIDATION PLAN NO. 1:

The Plan was reviewed and comments were presented to the Potter Township Planning Commission at their March meeting. Mr. Sell recommends approval of the Plan. He stated that the Beaver County Planning Commission also approved the Plan.

SHELL CHEMICAL APPALACHIA SUBDIVISION/LOT CONSOLIDATION PLAN NO. 2:

The Plan was reviewed and comments were presented to the Potter Township Planning Commission at their March meeting. Mr. Sell recommends approval of the Plan contingent on him receiving copies of certain deeds. He stated that the Beaver County Planning Commission also approved the Plan.

MOTION: Earl Shamp SECOND: AI Cwynar MOTION CARRIED TO APPROVE SHELL CHEMICAL APPALACHIA SUBDIVISION/LOT CONSOLIDATION PLAN NO. 1.

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE SHELL CHEMICAL APPALACHIA SUBDIVISION/LOT CONSOLIDATION PLAN NO. 2 CONTINGENT UPON MR. SELL RECEIVING THE DEEDS NEEDED TO SATISFY HIS REVIEW.

NEW SHELL SUBDIVISION REQUEST:

Mr. Sell will be meeting with the Planning Commission this month to review this Subdivision.

PLANNING COMMISSION:

Casey Harrington reported that a member of the Planning Commission has resigned. She stated that they will be meeting this month, but may have to change the date to assure a quorum. Ms. Matsco reported that the Supervisors have expressed an interest in replacing the resigning member with a resident from the Pleasant Drive area. They currently have a few names.

ZONING:

Nova Chemical will not need to acquire a permit to lower the stacks at the AES facility to 155 feet for safety. They will be applying for a demolition permit for the facility in the future.

Ms. Matsco reported that at the most recent RECAP meeting, Nova provided information on their demolition/remediation plan and can provide the Township with the information on paper or electronically for the Township website.

FIRE DEPARTMENT:

Asst. Chief Gabel and Casey Harrington report...

Asst. Chief Gabel reported that the Department recently purchased a 2004 Chevy Suburban in beautiful condition. It is currently being painted red to match the Department's other vehicles. It will replace the 1971 Dodge van. The Department will attempt to advertise the Dodge van to get the best price.

He also reported that Tanker 342's pump is out of service. The Department is currently researching new tanker specs to start the process of replacing the old one. Ms. Matsco inquired how will this work until the new tanker is purchased. Asst. Chief Gabel reported that it will become a tender that can drop water, but someone else must pump the water. He said that the old tanker will be put up for bid to purchase, stating that the cab, frame and engine are all still in good condition.

Ms. Harrington stated that Mr. Roy Poore won the Fire Department raffle! She reminded everyone that there are still tickets available for the Fire Department Wine Trip on June 11th.

ROAD DEPARTMENT:

Mr. Shamp explained that the Township had no prior notice of the closing of State Route 18 this morning. He received his first notice from Linda McCoy, the Township Secretary at 9:15 am after a resident stopped into the Township office and reported the closing to Ms. McCoy. That portion of the road was scheduled to be closed on Primary Election Day last month, but the Supervisors requested that Penn DOT postpone the closing to ensure a good turnout for election. Penn DOT agreed and stated they would let the Township know when it was rescheduled to close. Mr. Shamp stated the

Township did not receive that notice, nor did 911, the school district, the post office or the police department. Mr. Shamp said that Penn DOT reported the road would be closed at least until midday on Friday, May 13th.

Mark Summerville asked who was responsible for the closing and notification process. Mr. Shamp stated that the Supervisors have let Penn DOT know in the past, that they would like as much prior notification as possible of any closings in the Township along with adequate sign postings for drivers. Mr. Shamp called Penn DOT today to discuss this and is waiting on a call back from their office. Ms. Matsco stated that Penn DOT offered an apology.

Mr. Shamp stated the trailer for the new skid steer for Potter's Road Department will be delivered next week.

POLICE DEPARTMENT:

Officer Jon Hall reported that a registered letter was sent to the residents of 490 Frankfort Road regarding the abandoned vehicle and it was returned undeliverable. He sent a regular mail notice on May 10th. He will give the residents two weeks from the date of the letter to remove the vehicle. If the vehicle is not removed by May 24th, the vehicle will be towed.

Officer Hall stated that he received a call from a resident about a dog constantly barking on Mowry Road. He said the officers on the 3-11 shift will be aware of the problem. He wants the residents to know that they can call the police dispatch number (724-775-0880) or email him at jhall@centerpolice.com if they have an issue.

SHELL APPALACHIA, LLC:

Chris Heitman reported that Shell Chemical has met with Penn DOT regarding the property swap for the relocation of State Route 18. He stated that although there is still no commitment on the Shell project, the relocation of state Route 18 will proceed.

George Barnes asked if this will include the opening of Pleasant Drive, and Mr. Heitman said it will.

Mr. Shamp asked Mr. Heitman if the lines on State Route 18 could be repainted, as they are not noticeable in the dark and Mr. Heitman responded that they are repainted regularly. He said that with the dust, sweeper and washing trucks, the lines diminish. He will look into it and see if they can be repainted more frequently. Mr. Shamp reported that he saw a large semi truck on State Route 18 in the wrong lane for turning due to signs being covered during the construction process. Mr. Heitman responded that Penn DOT is responsible for the signs in that area.

REAL ESTATE TAX COLLECTOR:

Christie Floyd-Gabel, Real Estate Tax Collector, submitted a real estate tax collection report for the month of April.

CITIZENS:

Ms. Matsco reported on her monthly meeting with the Beaver County Council of Governments (COG). She said they are exploring a GIS mapping system for all municipalities in Beaver County. She said it would greatly help developers and business who wish to advertise on the maps. She also stated that the proposed GIS system would help locate and maintain our infrastructures.

She also reported that the COG is presenting a symposium on May 26th regarding the GIS systems. The symposium is open to all municipal officials and employees.

Boy Scout Troop 437 attended the Township meeting tonight for their Community Citizenship Badge. They were present to learn how problems are solved in the community. Those scouts in attendance were Nate Given, Anthony Rizzuto, Austin Noland, Hunter Costa, Donny Costa, Marshall Nock, Nathan Cheslar and Richie Schwartz along with Laura Given (Asst. Scout Master) and Mike Given (Scout Master). The scouts spoke to the Board and residents regarding citizenship and what it means to them, citing examples such as being honorable, obeying laws, doing good deeds, cleaning up the community, being friendly, retiring flags, being responsible and donating your time in your neighborhood.

Ms. Matsco stated that the Township owes a debt of gratitude to Troop 437 for their projects, helping to make our community more beautiful and safer.

Laura Givens, Asst. Scoutmaster reported that Greg Paff, is leaving his post as Scoutmaster and the new Scoutmaster is her husband, Mike Givens. She thanked the Township for continuing to allow the Scout Troop to use the Township building for their meetings and fundraisers. She asked the Board to let the Troop know of any services the Township needs, as they have two scouts ready for Eagle Scout.

Mr. Shamp reported that on April 29th, Rebecca Matsco, a very busy woman not only in our Township but in the community with many other activities, was awarded the Civic Appreciation Award by the Young Lawyers in the Beaver County Bar Association. He stated that we are very fortunate to have her serve on the Township's Board of Supervisors.

TREASURER'S REPORT:

MOTION: AI Cwynar SECOND: Earl Shamp MOTION CARRIED TO APPROVE THE TREASURER'S REPORT AND PAY THE BILLS FOR THE MONTH OF MAY. THE BALANCE IN THE GENERAL FUND BEING \$353,044.74, THE STATE LIQUID FUELS FUND BEING \$23,056.50, THE CAPITAL FUND BEING \$90,038.78, THE ESCROW FUND BEING \$45,603.25 AND THE WAGE TAX FUND BEING \$59,833.14. BILLS FOR THE MONTH OF APRIL FOR ALL ACCOUNTS TOTALED \$98,322.47.

ANNOUNCEMENTS:

The Township Office will be closed Tuesday, May 17th.

The Planning Commission will tentatively hold its monthly meeting on Thursday, May 19th at 7:00pm.

The Supervisors have scheduled a Business Meeting for Wednesday, May 25th at 6:00pm.

The Township Office will be closed Monday, May 30th in observance of Memorial Day.

The Supervisors will be conducting a Work Session on Wednesday, June 1st at 6:00pm.

The next Business Meeting is scheduled for Wednesday, June 8th at 6:00pm.

MOTION: Earl Shamp
SECOND: AI Cwynar
THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 6:55PM.

Respectfully submitted,

Linda McCoy, Secretary